

Military Surface Deployment and Distribution Command

Customer Advisory

April 13, 2012

CA-12-04/13-0069

Subject: Container/Flat-rack shipments bound for Singapore and Diego Garcia

Purpose: To update the OCCA's and the shipping community and provide guidance on container/flat-rack bookings to Singapore and Diego Garcia

Be Advised: The guidance below will be used when submitting an ETRR in Integrated Booking System (IBS) and when booking cargo bound for Singapore or Diego Garcia

1. General Guidance (Singapore)

1.1 Requester/Shipper: Due to the absence of Common User Land Transport (CULT) in Singapore, all inbound shipments must be requested as "Door-to-Door" or "Port-to-Door" service in IBS. Accessorial "Cargo Clearance Import - IC" and any other applicable accessorial must also be added in the Unit Shipment Information to cover customs and any other services.

1.2 Booking Office: Process requesters/shippers IBS requirement as "Door-to-Door" or "Port-to-Door." Ensure "Cargo Clearance Import - IC" is added (if applicable, other accessorial) in the cargo booking to the carrier. For One-Time-Only (OTO) shipments, process accordingly.

1.3 Documentation: The following documentation must be provided to the Singapore Detachment one week prior to cargo arrival (1) Commercial Invoice with dollar value of contents (provided by Shipper), (2) Carriers Bill of Lading (provided by carrier) and (3) Letter of Exemption (generated by NAVSUP Singapore).

2. General Guidance (Diego Garcia-DGAR)

2.1 Requester/Shipper: All inbound shipments must be requested as "Door-to-Port" or "Port-to-Port" service in IBS. Consign shipment to a valid DGAR DODAAC. Identify whether cargo is Hazardous Material (HAZMAT) or Out of Gauge (OOG) in the "Remarks to Booker." Accessorial "Cargo Clearance Import - IC" and any other applicable accessorial must also be added in the Unit Shipment Information to cover customs and any other services.

2.2 Booking Office: Process requesters/shippers IBS requirement as "Door-to-

Port" or "Port-to-Port" for general cargo container/flat-rack shipments; process requirement as "Door-to-Door" or "Port-to-Door" for HAZMAT and OOG container/flat-rack shipments. Ensure "Cargo Clearance Import - IC" is added (if applicable, other accessorial) in the cargo booking to the carrier. For One-Time-Only (OTO) shipments, process accordingly.

2.3 Documentation: The following documentation must be provided to the Singapore Detachment one week prior to cargo arrival (1) Commercial Invoice with dollar value of contents (provided by Shipper), (2) Carriers Bill of Lading (provided by carrier) and (3) Letter of Exemption (generated by NAVSUP Singapore).

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Expiration: N/A